

**SALEM SCHOOL CONSTRUCTION COMMITTEE  
SALEM, CONNECTICUT  
MEETING MINUTES  
NOVEMBER 20, 2013**

**PRESENT**

Elbert Burr/ Chairman  
Stephen Buck  
William Weinschenker  
John Bernier

**ABSENT**

Margaret Caron

**GUESTS**

Cindy Noe/ Recording Secretary

Donald Bourdeau  
Joseph Onofrio

**CALLED TO ORDER**

Elbert Burr called the meeting to order 7:03pm

**1. APPROVE MEETING MINUTES FROM NOVEMBER 20, 2013 MEETING**

**M/S/C- Buck/ Weinschenker to approve minutes as presented. Vote: Approved, Bernier Abstaining**

**2. REVIEW AND APPROVE MINUTES ON CHANGE ORDERS 1-29**

The Committee discussed approving the meeting minutes dated April 04, 2013. The April 04, 2013 Minutes are included with tonight's meeting minutes.

**M/S/C- Weinschenker/Buck to approve the meeting minutes dated April 04, 2013. Vote: Approved Unanimously**

**3. REVIEW ARCHITECTS PUNCH LIST**

Burr stated that architects punch list titled Temp 69 was in the process of being reviewed at the last trailer meeting. The review is not complete yet. Burr stated that the electrical and the mechanicals punch list still needs to be completed. The board decided to complete the review of punch listed titled Temp 69 and the electrical and mechanics punch list at the meeting on November 21, 2013 2pm (trailer meeting.)

**4. UPDATE ON BALANCE OF WORK AS DEFINED BY THE SCOPE OF THE WORK**

Burr stated there are two new change orders. Burr stated Change order 57r from Millennium Builders in the amount of \$4717 from Millennium to install (2) quad outlets. Burr believed the board requested a quote for one quad outlet and will try and obtain that quote.

Change order 59 from Millennium Builders in the amount of \$12,126.46 is to prepare and paint all new duct work. The committee put this change order on hold. They are going to get another quote to compare pricing; the committee will obtain a new quote from David Kennedy, Kennedy Sheet Metal to complete the work.

**M/S/C- Buck/Bernier to obtain a quote from David Kennedy owner of Kennedy Sheet Metal to prepare and paint new ductwork as reported on the scope of work in change order proposal number 59 from the renovation project at Salem School.**

**Vote: Approved Unanimously**

## **5. APPROVAL OF CURRENT BILLING**

The committee discussed additional miscellaneous invoices.

**M/S/C-Buck/Bernier to approve Salem Board of Education invoice number 2013003 dated October 31, 2013 in the amount of \$1489.99 for Custodial work.**

**Vote: Approved Unanimously**

**M/S/C- Buck/Bernier to approve Silver Petrucelli invoice number 12-1625 dated November 1, 2013 in the amount of \$3700.00.**

**Vote: Approved Unanimously**

## **6. ANY OTHER MATTERS PERTAINING TO THE CONSTRUCTION WORK OR PROGRESS**

Weinshenker questioned Onofrio on the status of the State of Connecticut reimbursement on the Salem School renovation project. Onofrio stated he did not have an update as of yet.

Bernier questioned what the reimbursement rate is from the State of Connecticut on the Salem School Renovation project and if the rate is locked in. Burr and Wienschenker stated the return rate is 52.7% and is locked in.

The committee decided that Bourdeau could obtain a quote from New England Mechanical for three projects. The first is to install heat in an office at the Salem School. The second is to do ceiling work in the Park and Play area of Salem School. The Third is to replace the asbestos tile by the gym at Salem School.

## **7. ADJOURNMENT**

**M/S/C- Buck/Weinschenker to adjourn meeting at 7:57.**

**Vote: Approved Unanimously**

Respectfully Submitted  
Cindy Noe  
Recording Secretary